

**SCOTTSDALE AIRPORT ADVISORY COMMISSION
15000 NORTH AIRPORT DRIVE, SCOTTSDALE, AZ**

**JUNE 9, 2004
REGULAR MEETING**

MINUTES

PRESENT: Donald Maxwell, Chairman
Tom Guilfooy
Fred Madanick
Leonard Tinnan, Vice Chairman
Mike Osborne

ABSENT: Bill Mack
Phil Vickers

STAFF: Scott Gray, Aviation Director
Chris Read, Assistant Aviation Director
Matt Johnson, Airport Specialist
Jennifer Lewis, Aviation Planner
Mary O'Connor, GM, Transportation

CALL TO ORDER

Chairman Maxwell called the meeting to order at 6:02 p.m.

ROLL CALL

A formal roll call confirmed members present /absent as stated above.

APPROVAL OF MINUTES

Item 1 - Action

Approval of the Minutes of the May 12, 2004 Meeting.

Vice Chairman Tinnan made a motion to approve the minutes of the May 12, 2004 meeting. Commissioner Osborne seconded the motion and the minutes were approved by a vote of 5-0.

PUBLIC COMMENT

None.

AERONAUTICAL BUSINESS PERMIT(S)

Item 2 – Action

Ratification of Airpark Aeronautical Business Permit for Flightworks Executive Charter, Inc., to Conduct Aircraft Charter and Aircraft Management Services in the Scottsdale Airpark.

Mr. Matt Johnson advised the Commission that Flightworks Executive Charter, Inc. has applied for an Airpark Aeronautical Business Permit to conduct aircraft charter and aircraft management services in the Scottsdale Airpark. Mr. Johnson noted that Flightworks Executive Charter, Inc. has provided all the appropriate documentation as required in the Airpark Minimum Operating Standards and has a current 135 Certificate on file. Mr. Johnson stated that Flightworks would be in an existing Airpark hangar facility, and the associated permit fees are anticipated to generate approximately \$3,000 in annual revenue to the Aviation Enterprise Fund. Mr. Johnson advised the Commission that Mr. Paul Blair, representing Flightworks Executive Charter, Inc., was present to answer any questions from the Commission. There were no questions from the Commission.

Vice Chairman Tinnan made a motion to approve ratification of the Airpark Aeronautical Business Permit for Flightworks Executive Charter, Inc. Commissioner Madanick seconded the motion and it was approved by a vote of 5-0.

Item 3 – Action

Ratification of Airport Aeronautical Business Permit for All Nations Air to Conduct Aircraft Charter Services at Scottsdale Airport.

Mr. Johnson advised the Commission that a representative for All Nations Air, L.L.C. was not able to attend this evening's meeting. He requested this item be tabled to the next meeting.

Vice Chairman Tinnan inquired why All Nation's Air permit is for charter services, but it states they will provide Air Ambulance services.

Mr. Johnson responded that under Airport Minimum Operating Standards, air ambulance services fits under the category of aircraft charter services and it is a Part 135 carrier.

Item 4 – Information

Aeronautical Business Permit Additions, Cancellations, or Revocations.

Mr. Johnson advised the Commission there were no changes to the current list of tenants and permittees.

GENERAL BUSINESS

Item 5 - Action

Consider Adoption of Resolution No. 6500 to Authorize Intergovernmental Agreement (IGA) No. 2004-096-COS between ADOT Aeronautics and the City of Scottsdale for Pavement Preservation at Scottsdale Airport.

Mr. Chris Read advised the Commission this is an action item to consider a recommendation to the City Council to adopt Resolution No. 6500 and Authorize Intergovernmental Agreement No. 2004-096-COS between the Arizona Department of Transportation (ADOT) and the City of Scottsdale for the purpose of conducting pavement preservation work at Scottsdale Airport. Mr. Read noted this project is part of a new ADOT-initiated pavement preservation program that was created to save money by combining similar projects from several airports and bidding them at the same time. Mr. Read stated last year's overlay of the Alpha taxiway was part of the same program. He added this year they plan to overlay all the west side aircraft parking aprons with one-inch rubberized asphalt, which will take place between the Scottsdale FBO facility to the north and continue south to the Delta ramp. Mr. Read stated the project was scheduled in phases to create as little disruption as possible to business owners and aircraft, however, some aircraft will have to be relocated while certain phases are taking place. He added each phase is expected to take between five to six days. Mr. Read noted the total project time is approximately one month.

Commissioner Guilfooy inquired if there would be adequate parking to move the aircraft. Mr. Read responded there would be, and that all the aircraft would be securely tied down. Chairman Maxwell inquired if the project would necessitate any runway closures. Mr. Read responded there would be no runway closures due to this project.

Vice Chairman Tinnan asked for clarification of the numbers in the IGA as they were not the same as those on the fact sheet. Mr. Gray responded that between the time the intergovernmental was written and the Commission Action Report was prepared, the engineers updated their numbers and the numbers that are attached to the IGA are the newest.

Vice Chairman Tinnan inquired if the City has to provide 10 percent of the funding. Mr. Gray responded that was correct. Mr. Gray noted the number might change when they do the as-built change orders, however, it should be fairly close to the \$1,145,000 figure. Vice Chairman Tinnan asked if the money was covered in the C.I.P. Mr. Gray responded that the City's 10 percent portion is provided for in the C.I.P.

Commissioner Guilfooy inquired if there was any material change in language between this IGA and the previous IGA to cover the same type of work. Mr. Gray responded this is only the second time they have used this type of project so this would be the same standard as the one before. Normally, they have a grant agreement much larger than this where the City funds all of the money and then requests a reimbursement of 90 percent. In this particular case, ADOT is paying the 90 percent directly and the City paying ADOT the 10 percent. Commissioner Guilfooy inquired if the City pays the 10 percent upon completion of the project. Mr. Gray responded he believes the City pays it up-front and if there is any difference in actual cost when the project is completely, the City is either refunded or pays any deficit.

Vice Chairman Tinnan made a motion to recommend to the City Council Adoption of Resolution No. 6500 Authorizing Intergovernmental Agreement No. 2004-096-COS between ADOT and the City of Scottsdale. Commissioner Guilfooy seconded the motion and it passed by a vote of 5-0.

PILOT/COMMUNITY OUTREACH UPDATE

6. Information

May 2004 Noise Report.

Ms. Jennifer Lewis advised the Commission that the noise complaint total was down in comparison to April and there were 700 less complaints. Ms. Lewis noted that operations were up slightly and there were 10 callers out of 29 that accounted for 93 percent of the total complaints. Ms. Lewis stated there was one new caller who happened to be the husband of someone who normally calls to complain. The new caller did not request any information and therefore staff did not contact that caller.

Ms. Lewis stated that staff met with the Arizona Flight Training Working Group, and attended the Arizona Business Aircraft Association meeting. Ms. Lewis added they also met with the helicopter operators to discuss implementation of a new Helicopter Letter of Agreement between the FAA and helicopter operators. Ms. Lewis stated the new Letter of Agreement was signed by many of the helicopter operators, and there are others who are using the new procedures which went into effect June 1st. Ms. Lewis stated they are also proceeding with a new helicopter pilot guide, which they hope to have printed and available for distribution by the end of June.

Commissioner Madanick inquired what the response was from the helicopter schools. Ms. Lewis responded that generally the helicopter schools are very cooperative with procedures they are asked to follow. She added that the helicopter schools that attended the May meeting were in agreement with the new Letter of Agreement and were committed to sign it.

Commissioner Guilfooy stated the larger helicopter operators in the area were Quantum, Silverstates, Universal, Southwest, and Skywatch and he wanted to know who else attended the meeting. Ms. Lewis stated she believed all the operators Commissioner Guilfooy named were in attendance. She stated the helicopter operator that did not attend and which is based here is Universal Helicopters. Commissioner Madanick inquired if Universal Helicopters gave a reason why they could not attend. Ms. Lewis responded when she scheduled the meeting, Universal confirmed they would attend so their absence at the meeting was unexpected. Ms. Lewis stated, however, that Universal has committed to follow noise abatement procedures and has sent a letter stating so. She added that this agreement is an agreement between the FAA and helicopter operators, and the Scottsdale ATCT Manager has informed her that he will be contacting Universal personally to find out their intentions.

Commissioner Guilfooy inquired if the news helicopter representatives were also present. Ms. Lewis stated she believes they were all in attendance and they are all in agreement with the new procedures. Commissioner Madanick asked whom do they get the commitment from. Ms. Lewis stated it is generally the chief pilot or the main pilot for the aircraft.

OPERATIONS UPDATE

7. Information

Review of Airport Operations for May 2004.

Mr. Read asked the Commission if they had any questions concerning the Airport Operations update for the month of May. There were no questions from the Commission.

8. Information

Transportation Security Administration (TSA) Security Guidelines for General Aviation Airports.

Mr. Read advised the Commission that the TSA has released their much-anticipated document concerning security at general aviation airports. Mr. Read noted it is not a regulatory document and is intended to be used as a guideline for airports that are not served by scheduled airline service. Mr. Read added they would be discussing the document in detail at the next Airport Security Committee meeting on June 24th.

Commissioner Guilfooy asked what was staff's experience concerning information publications becoming practice and then becoming enforceable. Mr. Gray responded that this is new for the TSA, but from the FAA's perspective they have numerous advisory circulars and normally you would think the term advisory meant only that, but in fact it is well beyond advisory and actually somewhat mandatory in nature. Mr. Gray stated his guess is that the TSA was solicited by a number of aviation groups that did not want any of the guidelines to be mandatory, therefore, they did not use the name "advisory circular," they used the word "guidelines", which in their opinion is a looser term. Mr. Gray added these are just their suggestions, however, he believes that at some point in time, they may implement some specific measures, especially if there are any further terrorist-type activities involving aircraft.

Commissioner Madanick inquired what cooperation they are getting from the flight schools. Mr. Gray responded that a representative from each of the based flight schools would be invited to the next Airport Security Committee meeting, however, they have not been a part of the group in the past.

9. Information

FY 2004/2005 Capital Improvements Projects Schedule Update.

Mr. Read stated he wanted to bring to the Commission's attention one additional major improvement project that may take place before year-end depending on receipt of an FAA grant. He added they heard they have a grant coming from the FAA, however, they have not seen it yet. Mr. Read stated if they do receive the grant, they plan on making runway safety area improvements to the infield area next to the runway between the taxiways by placing crushed rock aggregate over the dirt areas. Mr. Read said the rock would stop soil erosion, keep FOD down, and prevent dust and grit from being blown around by helicopters. He added the rock aggregate would be a much needed improvement at Scottsdale Airport.

Vice Chairman Tinnan inquired if the project would be fully funded by the FAA grant. Mr. Read responded that it would not. Mr. Gray added that the typical state funded projects are 90-10 split; the federal program used to be 91.06 percent. However, in the recent Air 100 legislation that changed to 95 percent federal, 2.5 percent state and 2.5 percent city. Therefore, 2.5 percent of the total is what the City would pay. Mr. Gray stated the total project amount is about \$1.5 million.

Mr. Read advised the Commission that this item would be brought back to the Commission as an action item and more detail will be provided at that time.

MEETING SCHEDULE

10. Action

Review/Modify 2004 Meeting Schedule.

Chairman Maxwell inquired if the July 14th meeting could be moved as he will be out of town that day. The Commission discussed alternate dates such as July 7th or July 21st.

Vice Chairman Tinnan asked if they could combine the July and August meeting. Mr. Gray advised the Commission the ADOT pavement preservation project is on the City Council agenda for July 7th. Mr. Gray advised they could still have the Commission meeting on the 7th, however, one staff member would have to be present at the Council meeting downtown.

Chairman Maxwell asked if there were any other major projects that would influence the meeting schedule. Mr. Gray responded the only other major issue is the FAA project they just discussed which would have to be brought to the Commission before it goes to the City Council on August 30th.

The Commission agreed to cancel the July 14, 2004 meeting and the next meeting will be August 11th.

Mr. Gray advised the Commission the City Council Subcommittee on Regional Aviation Issues has cancelled their June, July, and August meetings. Their next meeting will be September 15th.

PUBLIC COMMENT

None.

DIRECTOR'S REPORT

None.

ITEMS FROM THE COMMISSION

Chairman Maxwell mentioned the newspaper article written by Mr. Keith Grayson where he called the Commission impotent and referred to Part 36. Mr. Gray noted that Mr. Grayson was the gentleman who attended a recent Commission meeting and spoke about glidescopes. Mr. Gray stated he believes Mr. Grayson's article was referring to Stage 2 bans in general, and is confusing it with Part 36 which refers to Stage 2 and 3 compliance.

ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

D. Maggiola
Administrative Secretary